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COMMUNITY DEVELOPMENT DEPARTMENT

OUTDOOR FIRE PIT & FIREPLACE

Permit Information:

- Submit a permit application including the cost of construction and contractors information.
- Submit 2 copies of plat of survey with the location shown including dimension to the lot lines.
- Submit a contractor's proposal/contract describing the proposed work.
- Submit lot coverage calculation. A form is available at Village Hall.
- Village staff reviews the submittal for compliance with the Zoning Ordinance and Building Codes.
- The Village will contact applicant with any questions or when the permit is ready for pickup.
- The Village only accepts cash or check for payment (no credit or debit cards).

Construction Requirements:

- Fire pit must be located in the rear yard.
- Fire pit must be located a minimum of 25'-0" from any structure (house, garage, deck, etc.).
 - Applies to structures on this lot and adjacent lots.
 - Does not apply to fences or sheds.
 - Exception: A fire pit designed to be operated with propane or natural gas ONLY must be located a minimum of 15'-0" from any structure. It must be installed and used in accordance with the manufacturer's instructions. At no time shall wood or other solid fuels be used.
- Fire pit must be setback a minimum of 5'-0" from lot lines.
- Fire pit cannot be located in any easement (drainage, public utility, etc.).
- Lot coverage cannot exceed 45% for R2 and R2A Zoned lots. See Ordinance for maximum lot coverage of other Zoning Districts.
- The fire pit shall be a maximum of 3'-0" in diameter and 2'-0" in height.
- The fire pit shall have a spark arrester.

Inspections: 2 days notice is required when scheduling inspections.

- Base (fire pit/patio) OR Foundation (fireplace)
- Underground - gas piping (if applicable)
- Final

Reminders:

- The person doing the work shall contact J.U.L.I.E. 48 hours before digging: 1-800-892-0123.
- There is no open burning allowed in the Village (yard waste, branches, trash, etc.).
- There is no burning of wood that is too long to fit in the fire pit.
- A garden hose connected to a water supply or other approved fire extinguishing equipment must be readily available for use.
- An approved manufactured portable outdoor fireplace is also acceptable. It must be used in accordance with the manufacturer's instructions and must be located 15'-0" from any structure.

If you have questions on your project, please contact the Community Development Department at 847-639-1100.